

STATINTL

NAME :

OFFICE :

DDA/TIPS

ADMINISTRATION DIRECTORATE REVIEW: TRENDS AND HIGHLIGHTS

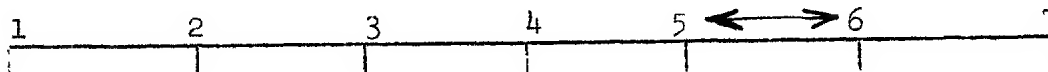
Evaluation

In order to enhance the usefulness of the Trends and Highlights Course to you and future participants, a continuing process of evaluation is necessary. We ask your cooperation in assisting us in keeping the course responsive to the needs of the participants.

COURSE OBJECTIVE

The objective of the course is to update Deputy Director for Administration careerists' knowledge and understanding of current activities, problems and trends in the Directorate and its various offices.

- A. Please indicate on this numerical scale how well in your estimation, the course has met its objective. (Number 1 is the lowest, number 7 is the highest.)



- B. What was the most useful segment of the program to you in your present assignment? The least useful? Please describe how you see the program benefiting you.

The one aspect of the program which I personally consider most useful was the opportunity to become acquainted with the various offices and components of the DDA as they exist today. After 25 years in the DDO, I had a fairly good idea (See Reverse Side) idea

(over - "Comments")

- C. Did you feel the session on the Administration Directorate/  
Management & Advisory Group (AD/MAG) was beneficial? Why?

*I'm sorry, but that was the  
day I was ill.*

- D. Other Comments:

*of DDA's basic structure, but recent  
changes in leadership and functions,  
as well as organization, had not  
been that well-known to me.*

*Since IPS deals with all components  
in responding to FOIA and Privacy Act  
requests, this current knowledge  
of DDA's structure, etc., will be that  
much more helpful.*